

JULY 1, 2023

CHDP PROGRAM LETTER: 23-01

TO: CHILD HEALTH & DISABILITY PREVENTION PROGRAM DIRECTORS,
DEPUTY DIRECTORS, MEDICAL CONSULTANTS, AND DEPARTMENT
OF HEALTH CARE SERVICES STAFF

SUBJECT: CHILD HEALTH & DISABILITY PREVENTION PROGRAM FISCAL YEAR
2023-2024 ALLOCATION

The purpose of this letter is to provide Child Health & Disability Prevention (CHDP) programs with their Fiscal Year (FY) 2023-2024 allocation.

This letter serves as each local program's approved state CHDP budget and enables each local program to use this letter to develop its budget. Budget approval letters will not be issued. Detailed budget information may be found in the Integrated Systems of Care Division (ISCD) Plan and Fiscal Guidelines (PFG).

Acceptance of funds constitutes an agreement that the receiving local program and its agency will comply with all federal and state requirements pertaining to the CHDP program and adhere to all applicable policies and procedures set forth by the Department of Health Care Services (DHCS). Periodically, the federal program responsible for oversight of the Medicaid program and related state administrative expenditures will conduct programmatic audits. Finding of a federal audit exception and subsequent liability for repayment of federal Medicaid funds related to the CHDP program audit exception, are the exclusive and sole responsibility of each local program.

Each local program remains responsible for overseeing and tracking its expenditures. An audit file must be maintained. At a minimum this audit file should include:

- » Documentation of required time studies, performed during one or more representative months of the fiscal quarter for each budgeted position claimed under Federal Financial Participation (FFP).
- » Documentation in support of claimed expenditures.
- » Documentation to demonstrate compliance with all federal and state requirements pertaining to the CHDP program, and adherence to all applicable policies and procedures set forth by DHCS.

July 1, 2023

CHDP PROGRAM LETTER 23-01: FISCAL YEAR 2023-2024 ALLOCATION

Page 2 of 5

The audit file must be retained in keeping with the requirements of 42 CFR § 433.32 - Fiscal Policies and Accountability,¹ applicable state and federal law, and local policy. The audit file must be produced to State and Federal entities within seven (7) calendar days of a request.

Budget Reporting Instructions

- » Utilize the CHDP Budget Workbook.

Budget workbooks may be found in the Templates section of the ISCD Budget Portal² and by requested to CHDPprogram@dhcs.ca.gov. Questions regarding the ISCD Budget Portal may be directed to ISCDFiscal@dhcs.ca.gov.

- » Sign electronically using Adobe Acrobat Pro DC Self-signed with Digital ID³ function or DocuSign.⁴

If access to either of these options is not available, scanned signature will be accepted, with the original kept in the local audit file.

- » Submit electronically to the ISCD Budget Portal.
- » Submit only two documents to the ISCD Budget Portal:
 - One Excel version of the CHDP Budget Workbook and
 - One signed PDF version of the CHDP Budget Workbook
- » Submit only the information requested in the CHDP Budget Workbook. Be prepared to provide ISCD with additional documentation to demonstrate compliance with program requirements, upon request.
- » Submit by **September 15, 2023**.

If all necessary signatures cannot be obtained by this date, submit completed excel workbooks by the deadline and contact CHDPprogram@dhcs.ca.gov to request an extension for submission of required signatures.

CHDP Transition

¹ Federal Code of Regulations, Title 42, § 433.32

² AWS EITS ISCD Budget (Production)

³ Manage Digital IDs, Adobe Acrobat

⁴ DocuSign eSignature: How To Sign a Document

July 1, 2023

CHDP PROGRAM LETTER 23-01: FISCAL YEAR 2023-2024 ALLOCATION

Page 3 of 5

As announced in CHDP Program Letter and Provider Notices 22-02⁵ and 22-06,⁶ the CHDP program will be discontinued effective July 1, 2024. Information regarding the transition, including opportunities for stakeholder engagement, can be found on the CHDP Transition webpage.⁷ Alternative resources and further information regarding the transition of specific activities to existing delivery systems will be integrated into the CHDP Program webpage⁸ in the coming months.

Contact Information

Questions regarding the ISCD Budget Portal and expenditure invoicing may be directed to: ISCDFiscal@dhcs.ca.gov. All other questions and concerns may be directed to the central program inbox: CHDPprogram@dhcs.ca.gov.

Sincerely,

ORIGINAL SIGNED BY CORTNEY MASLYN

Cortney Maslyn, Chief
Integrated Systems of Care Division
Department of Health Care Services

Attachments:

1. FY 2023-24 CHDP Allocation Table

⁵ [CHDP Provider Notice: 22-02](#)

⁶ [CHDP Provider Notice: 22-06](#)

⁷ [Child Health and Disability Prevention Program Transition](#)

⁸ [Child Health and Disability Prevention Program](#)

July 1, 2023

CHDP PROGRAM LETTER 23-01: FISCAL YEAR 2023-2024 ALLOCATION

Page 4 of 5

Attachment 1:
Child Health & Disability Prevention Program
Base Allocation
(07/01/2023 through 06/30/2024)

County/City	State General Funds	Federal Funds	Total Funds
Alameda	356,482	638,755	995, 237
Alpine	22,138	34,431	56,568
Amador	50,133	75,058	125,192
Berkeley	84,043	188,852	272,895
Butte	160,164	268,742	428,907
Calaveras	46,823	64,630	111,453
Colusa	50,062	70,965	121,028
Contra Costa	224,037	586,607	810,644
Del Norte	48,642	93,928	142,570
El Dorado	105,091	155,721	260,811
Fresno	416,419	715,690	1,132,109
Glenn	68,369	107,344	175,713
Humboldt	144,049	282,736	426,785
Imperial	160,084	264,283	424,368
Inyo	31,061	55,528	86,589
Kern	402,303	671,570	1,073,873
Kings	143,923	240,757	384,680
Lake	93,497	146,113	239,610
Lassen	34,771	59,560	94,331
Long Beach	230,963	362,929	593,893
Los Angeles	1,709,068	4,037,778	5,746,845
Madera	142,851	222,634	365,485
Marin	106,915	173,170	280,085
Mariposa	28,884	50,997	79,881
Mendocino	109,686	159,157	268,843
Merced	242,877	433,703	676,580
Modoc	48,313	90,997	139,310
Mono	28,489	42,924	71,413
Monterey	206,155	440,968	647,123
Napa	70,432	109,122	179,554

July 1, 2023

CHDP PROGRAM LETTER 23-01: FISCAL YEAR 2023-2024 ALLOCATION

Page 5 of 5

County/City	State General Funds	Federal Funds	Total Funds
Nevada	69,508	104,436	173,944
Orange	727,925	1,219,355	1,947,280
Pasadena	111,163	220,282	331,446
Placer	127,543	185,612	313,155
Plumas	64,387	128,548	192,934
Riverside	445,805	651,635	1,097,440
Sacramento	422,165	790,207	1,212,372
San Benito	87,986	132,773	220,759
San Bernardino	569,983	955,645	1,525,628
San Diego	580,606	793,034	1,373,640
San Francisco	256,154	444,139	700,293
San Joaquin	278,991	590,280	869,271
San Luis Obispo	126,999	201,663	328,663
San Mateo	198,824	386,275	585,099
Santa Barbara	246,860	351,415	598,275
Santa Clara	338,654	734,790	1,073,444
Santa Cruz	141,389	237,525	378,915
Shasta	125,486	205,918	331,405
Sierra	28,146	57,296	85,441
Siskiyou	34,954	57,498	92,453
Solano	141,484	252,057	393,541
Sonoma	179,796	296,227	476,022
Stanislaus	255,699	449,962	705,660
Sutter	105,986	120,986	226,973
Tehama	89,440	117,603	207,043
Trinity	38,432	55,245	93,676
Tulare	237,940	400,022	637,961
Tuolumne	68,150	117,215	185,365
Ventura	303,401	504,683	808,085
Yolo	102,298	166,897	269,195
Yuba	42,371	71,876	114,247
Total	12,115,250	21,846,750	33,962,000